



Congressman Lankford is pleased to offer internships at our District Office to students desiring to be involved with the Congressman's services to his constituents and the legislative process. The office, located on historic Automobile Alley in downtown Oklahoma City, works through political and governmental issues associated with serving in an elected, public office. A key focus area for the District Office is constituent service: helping constituents address issues or needs with various agencies and departments of the Federal Government. The District Office also collects and records the views of constituents on issues of the day, which serve as reference for the Congressman as he shapes his own positions.

Intern responsibilities include:

- Conducting legislative research;
- Updating the constituent services management database;
- Writing constituent response letters;
- Answering constituent calls regarding inquiries on federal issues such as Social Security, Veterans Affairs, and Immigration, occasionally discussing the Congressman's view on issues.
- Updating officials calendars for events;
- Working alongside constituents to provide answers to their questions or help them with issues before the Federal Government;
- Attending Tuesday Talk town halls with the Congressman where he addresses and has a conversation with constituents about current issues and gives them a chance to ask questions;
- Accompanying Congressional staff to represent the Congressman at public meetings;
- Any other appropriately assigned tasks.

While internships are unpaid positions, working in Congressman Lankford's District Office is a fast-paced, friendly and supportive environment, offering driven college students and young professionals a chance to meet new people, perform novel tasks, and grow in their

development. The main objective of the internship experience is to expose the interns to the role of Federal Government in the lives of citizens and residents of the Fifth Congressional District. A secondary objective is to help develop interns' understanding of policy development and the role of the Oklahoma City in that process. Interns will not displace regular employees but will work under close supervision of existing staff. There is no guarantee of employment at the conclusion of the internship. The District Office helps a variety of people every day and offers the opportunity to make a positive difference for the constituents of the Fifth Congressional District.

Interested candidates should send a resume, cover letter and one writing sample (2 page maximum) to tuca.ogle@mail.house.gov or megan.selmon@mail.house.gov. The candidate will be contacted for an interview.